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DIARY NOTES

DD/S *W*

3 November 1964

1. I viewed the fourth part of the DD/I training film this morning and thought that it was excellent. [REDACTED] and his staff deserve a great deal of credit for the very professional job done on this film. In this connection, Matt Baird told me that Ward will probably be retired for physical disability in the not-too-distant future and that he is thinking of recommending that we discontinue our film training program. I told Matt that we should probably do a brief study on what we have accomplished with the program, how much it has cost, etc. Regardless of all this, however, the key to the success of the program is a man like Ward who is not only an excellent technician but also has fairly detailed knowledge of the Agency and how it works.

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2. Jack Earman suggested to me that he send a member of his staff down to the [REDACTED] sometime to conduct a spot inspection. He does not wish it to be a full-fledged inspection of [REDACTED] but would like to use it as a filler when he can work it in with his other work. I told him that we would be very glad to have him do this at any time.

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3. Bob Bannerman and I met with [REDACTED] Howard Osborn, and others to discuss the paper on telephone security which the Office of Communications is preparing. I think that, although they have the necessary guidance now to prepare the paper, it will require some further work by this office before it is finalized.

25X1A9a

4. Bob Bannerman and I met with Howard Osborn and Emmett Echols for a preliminary discussion about security and suitability cases in preparation for briefing General Carter. (As a result of this meeting, I question the desirability of briefing General Carter and wish to talk with Mr. Kirkpatrick about this matter sometime soon.)

5. Alan Warfield reported that the contractor told him that, since he will not be working on the balancing of the airconditioning system in the Headquarters building for the next three weeks, the opening of windows will have no effect on his work. He will notify us when this situation changes so that we can put out some notification to all employees asking them to keep the windows closed.

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6. Howard Osborn reported that one of our employees was picked up by the Fairfax County Police and charged with indecent exposure. Howard thought that there would not be any publicity. He will report to me on their investigation of the charges, which the employee has denied.

LKW:jrf

Note: Extract of paragraph 2 to D/CO on 4 November 1964.

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